



Borough Council Meeting Work Session
May 18, 2026 @ 6:30 PM
This meeting is recorded for public record.

Nicole Scimone, President	Member, 4th Ward	Term Expires: 12/31/27
Bernie Flynn, Vice President	Member, 6th Ward	Term Expires: 12/31/27
Bryan Travis	Member, 2nd Ward	Term Expires: 12/31/27
Brian McGinnis	Member, 3rd Ward	Term Expires: 12/31/29
Stephen Marvin	Member, 5th Ward	Term Expires: 12/31/29
Lisa Kearns	Member, 7th Ward	Term Expires: 12/31/29
Jerome Szczepaniak	Member, 1st Ward	Term Expires: 12/31/29

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Borough Council Meeting:

I. Call to Order

II. Pledge of Allegiance

III. Announcements

A.

Public Hearing: May 20, 2026 at 6:30 PM:

An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, amending the code of the Borough of West Chester, Chapter 62, titled “garbage, rubbish and refuse,” to amend section 62-8 to limit the maximum number of totes that may be used for recycling.

B. Announce the continuance of the West Chester University Conditional Use Hearing:
May 28 2026 @ 6:00 PM

C. Announce the purpose of the April 27, 2026 Borough Council Executive Session

D. The Borough Offices will be closed on Monday, May 25th for the Memorial Day Holiday. Please note: Trash, Recycling, and yard waste collection will be pushed back by one day from your usual collection day

E. Acknowledgment of Employee Milestone Anniversaries:
Joseph Kullmann, Public Works Department: 5 years
William Mann, Chief Information Security Officer: 40 years

IV. Comments

Comments, suggestions, petitions by residents, taxpayers and visitors in attendance

regarding items that are not on the agenda. Please be advised there is a 5-minute time limit which is at the discretion of the Council President and/or Chair.

V. Reports/Presentations

- A. Annual Report from the Transportation Advisory Committee: John O'Brien, Executive Director - Downtown West Chester
- B. Borough Manager Report

VI. Old Business

- A. Approve the April 14th and 15th, 2026 Borough Council Meeting Minutes

VII. New Business

- A. Motion to waive conflict for Bellwoar Kelly
- B. Public Works Committee
 - 1) Motion to approve the sale of items from Wastewater with proceeds being deposited into the sewer fund.
Issue: Sell decommissioned equipment from Wastewater
Committee Recommendation: 3-0
- C. Public Safety
 - 1) Motion to approve draft amendment to Chapter 80 – Peddling, Soliciting, Handbills and schedule a public hearing for June 17, 2026 (attachment)
Issue: Review amendments to Chapter 80
Committee Recommendation: 3-0
 - 2) Motion to permit colored lights to be installed on Gay Street in recognition of Pride Month
Issue: Strings of rainbow lights wrapped around light poles along Gay Street for the month of June
Committee Recommendation: 3-0
 - 3) Motion to approve Resolution to destroy police records that have exceeded the retention periods as required by Pa law. (attachment)
Committee Recommendation: 3-0
 - 4) Special Event Applications (SEAs) (attachments)
Issue: Approve Special Event Permits
 - 1. 7.9.26 Clydesdale Parade – downtown West Chester (Hosted by: Downtown West Chester and Penn Distributing)
 - 2. 6.12.26 World Cup Watch Party – Open Air Market (Hosted by: Downtown West Chester, West Chester Parks and Recreation, Kildare's)
 - 3. 9.12.26 Up on the Roof Fundraiser – Chestnut Street Garage (Hosted by: Downtown West Chester)
 - 4. 10.11.26 F4 Chili Cook-Off – downtown West Chester
 - 5. 10.17.26 Unite 4 HER 5k – downtown West Chester

6. 12.5.26 Jingle Run – 5k loop (Hosted by: Care Center Foundation)

Committee Recommendation: 3-0

D. Parking Committee

- 1) Motion to director Solicitor to prepare and advertise changes to Chapter 104 ordinance: 104-33 Timed Areas, 104-47 Metered Timed Areas and 104-32 Parking Prohibited during certain hours; and, schedule a Public Hearing on June 17, 2026
Issue: Hold hearing for changes to Chapter 104 thus far and to include the addition of Wollerton Aly from Darlington to New St Mon & Thurs 2am-5am in the street sweeping route.

Committee Recommendation: 3-0

- 2) Discussion regarding parking permits for First Presbyterian Church/ Bucket School
Issue: Request from Bucket School to be included in the Residential Parking Permit Program

Committee Recommendation: 3-0 to issue 13 temporary parking permits in Parking Permit Area B, from 8:00 am until 2:00 pm for the remainder of the year

- 3) Motion to approve Resolution updating Handicapped Parking Spaces (attachment)
Issue: Update the handicapped parking space resolution to add/remove spaces at request.

Committee Recommendation: 3-0

E. Finance & Revenue Committee

- 1) Motion to approve Budget Modification #2026-3 to approve \$14,600.00 for Civil Service Commission and \$345,200 for Clarifier at the Goose Creek Wastewater plant (attachment)

Issue: Increased costs of required hiring elements; and, broken equipment for Wastewater operations exceed current budgets.

Committee Recommendation: 3-0

- 2) Motion to approve proposal for plan actuary services as submitted by Conrad Seigel

Committee Recommendation: 3-0

- 3) Motion to approve Resolution to amend Fee Schedule (attachment)

Issue: Amend to include Police Report – Act 134 Records at \$175 per request

Committee Recommendation: 3-0

- 4) Motion to approve grant Resolution for Chester County Department of Community Development – Phase 2 Goose Creek Conveyance. (attachment)

Committee Recommendation: 3-0

- 5) Motion to approve purchasing requests (attachment):

Issue: Review and recommend the approval of qualifying purchase orders

1. America 250 Mural Project for \$21,000.00

2. Abila for \$12,107.83

3. Butts Ticket Systems for \$183,162.00

Issue: Review and approve purchase Orders

Committee Recommendation: 3-0

F. Smart Growth

- 1) Discuss appeal of Zoning Hearing Board Decision - 516 N Church St
No recommendation from Committee
- 2) Motion to approve draft Data Center Ordinance and schedule a public hearing(attachment)
Issue: Creating new regulations for data centers in the industrial district
Committee Recommendation: 3-0
- 3) Motion to approve 250 Mural Project
Issue: Approve Mural Project as recommended by the Public Arts Commission
Committee Recommendation: 3-0
- 4) Motion to approve HARB applications (attachment)
 1. 2026-04: 225 High St-Cannon Exhibition Space
 2. 2026-08: 123 E. Gay St-Rear addition

Issue: Consider a Motion to approve the April HARB Certificate of Appropriateness
Committee Recommendation: 3-0

G. Administration, Communication & Technology

- 1) Motion to approve organizational chart for Borough website (attachment)
Issue: Updated organization chart for borough website
Committee Recommendation: 3-0
- 2) Motion to approve proposal from HRMM& L for legal representation related to the Borough of West Chester Pennsylvania State System of High Education,et al.
Issue: Consider entering into an agreement for legal representation
Committee Recommendation: 3-0

VIII. Other Business

- A. Motion to approve Settlement Mutual Release - 436 North Church Street
- B. Motion to approve candidates submitted by the Mayor to Borough Council for hire as police officers: Tyler Brooks, Christopher Clew, and Matthew Marcellino.
Issue: Borough Council approval required for candidates for hire and promotion in Police Department.
- C. Discuss directing the Solicitor to attend the June 15, 2026 Zoning Hearing for Appeal #1040, 244 East Evans St
Issue: Discuss Solicitor attendance
No Committee Recommendation

IX. Adjournment

Visit www.west-chester.com for access to all attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.